AO 440 (Rev. 02/09) Summons in a Civil Action

UNITED STATES DISTRICT COURT
for the
Northern District of Alabama

SUSAN SALVO	)
	)
Plaintiff	)
	)
v.	) Civil Action No. 1:09-CV-1317 GTS/RFT
SCHENECTADY CITY SCHOOL DISTRICT	)
	)
Defendant	)

SUMMONS IN A CIVIL ACTION

To: *(Defendant's name and address)*   Schenectady City School District
109 Education Drive
Schenectady, NY 12303

A lawsuit has been filed against you.

Within 20 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are: Towne, Bartkowski & DeFio Kean, P.C.
450 New Karner Road
P.O. Box 15072
Albany, NY 12212

If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.

Date: 11/25/2009

Clerk of Court

/s/Wendy Lindskoog

Signature of Deputy Clerk

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PROOF OF SERVICE
(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

This summons for *(name of individual and title, if any)* _____

was received by me on *(date)* _____ .

     ❏ I personally served the summons on the individual at *(place)* _____

_____ on *(date)* _____ ; or

     ❏ I left the summons at the individual's residence or usual place of abode with *(name)* _____

_____ , a person of suitable age and discretion who resides there,

on *(date)* _____ , and mailed a copy to the individual's last known address; or

     ❏ I served the summons on *(name of individual)* _____ , who is

designated by law to accept service of process on behalf of *(name of organization)* _____

_____ on *(date)* _____ ; or

     ❏ I returned the summons unexecuted because _____ ; or

     ❏ Other *(specify):*

                                                                                               .

My fees are $ _____ for travel and $ _____ for services, for a total of $ _____0.00_____ .

I declare under penalty of perjury that this information is true.

Date: _____

                                             _____
                                                        Server's signature

                                             _____
                                                   Printed name and title

                                             _____
                                                        Server's address

Additional information regarding attempted service, etc: